

REQUEST FOR TRIP APPROVAL

002747

() DAY TRIP OUTSIDE LOS ANGELES, VENTURA, ORANGE AND RIVERSIDE COUNTIES (East of I-215)

() OVERNIGHT / OUT-OF-STATE TRIPS

REQUESTS SHALL BE SUBMITTED IN WRITING 30 DAYS PRIOR TO THE TRIP DATE (DAY TRIPS) AND SUBMITTED 45 DAYS IN ADVANCE OF OUT-OF-STATE TRIPS / OVERNIGHT TRIPS (REGARDLESS OF DESTINATION) AND SHALL INCLUDE THE NAMES OF ALL DISTRICT-APPROVED SUPERVISORS. TRIP APPROVAL REQUESTS THAT ARE INCOMPLETE OR ARE SUBMITTED AFTER THE DEADLINE FOR SUBMISSION WILL BE DENIED, WITH THE EXCEPTION OF CIF PLAYOFF COMPETITION. ANY CHANGES TO THE INFORMATION PROVIDED ON THIS REQUEST FOR TRIP APPROVAL MADE AFTER THE FORM IS SUBMITTED MUST BE SENT IN A WRITTEN MEMORANDUM TO THE SUPERINTENDENT'S OFFICE PRIOR TO THE TRIP.

DATE OF REQUEST: 6/19/17 SCHOOL: Canyon
GROUP: Boys Basketball - Varsity ADVISOR/COACH: Alex Dunwoodyn
TRIP DAYS/DATES: 6/23 - 6/25/17 DEPARTURE TIME: 7:30 am RETURN TIME: 12:30 pm
DESTINATION: San Diego State University
METHOD OF TRANSPORTATION: Parent will take their own so to/from

*IF METHOD OF TRANSPORTATION IS BY BUS, CHECK THE FOLLOWING: () SCHOOL BUS - LEVEL(S) _____ () CHARTER BUS - LEVEL(S) _____

Transportation for day trips outside Los Angeles, Ventura, Orange, Riverside (east of I-215) Counties may not be made by private or rental vehicles. All School Bus, Charter and SPAB Transportation for any trip inside the State of California must be made through the District Transportation Department. Groups traveling out of state shall ensure that utilized transportation meets the legal requirements for the transportation of pupils outside of California. All charter bus reservations must be paid for by the group and will not be funded by the District, with the exception of CIF semi-finals, where the school will pay any costs above the funding for a regular school bus. The District will pay the full cost of charter buses for CIF Finals contests.

PURPOSE OR JUSTIFICATION FOR TRIP: Basketball Tournament

HOW MANY DAYS/PERIODS WILL STUDENTS BE ABSENT? N/A DAYS OR _____ PERIODS

ACCOMMODATIONS (Include complete address): SDSU Dorms, 500 Campanile Dr. San Diego

NUMBER OF SUBSTITUTE TEACHERS REQUIRED: N/A substitute(s) for _____ DAYS OR _____ PERIODS 92182

FUNDING SOURCE FOR SUBSTITUTE TEACHERS: N/A

EXPLAIN HOW THE FOLLOWING COSTS WILL BE PAID:

() TRANSPORTATION: N/A

☒ LODGING & OTHER: ASB

NUMBER OF STUDENTS PARTICIPATING: Male: 11 Female: 0 Total: 11

CERTIFICATED GROUP LEADER: Alex Dunwoodyn CELL PHONE: _____

A minimum of two supervisors is required per bus. For overnight and out-of-state trips, a ratio of 1 supervisor per 12 students is required. Where the student group is co-ed, both male and female supervisors shall accompany the group. (Indicate supervisors' status: asterisk (*) for certificated employees; plus sign (+) for classified or other employee of the District, and number sign (#) for persons that will transport students).

NAME(S) OF MALE SUPERVISORS: * Alex Dunwoodyn, * Ali Monfared

NAME(S) OF FEMALE SUPERVISORS: _____

Site Administrators shall consider adherence to Board Policies relative to transportation, supervisors, the impact of student absences from class, and the need for substitutes when approving a trip. Expenses for trips must be borne by the school or group taking the trip, with the exception of CIF playoff competition or league affiliated trips.

Site administrator verification that supervisors have been cleared: [Signature] Date: 6/21/17

Principal: [Signature] Date: 6/21/17

Superintendent: [Signature] Date: 6/23/17

Governing Board (if required): _____ Date: _____

Revised 3/2013

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DATE OF REQUEST: 6/9/17 SCHOOL: Canyon
GROUP: ASB ADVISOR/COACH: Kristan Hinze
TRIP DAYS/DATES: 7/1 - 7/10/17 DEPARTURE TIME: 7am RETURN TIME: 2pm
DESTINATION: UCSB
METHOD OF TRANSPORTATION: District Vans

*IF METHOD OF TRANSPORTATION IS BY BUS, CHECK THE FOLLOWING: () SCHOOL BUS - LEVEL(S) _____ () CHARTER BUS - LEVEL(S) _____

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PURPOSE OR JUSTIFICATION FOR TRIP: CADA Summer Camp

HOW MANY DAYS/PERIODS WILL STUDENTS BE ABSENT? N/A DAYS OR _____ PERIODS

ACCOMMODATIONS (Include complete address): UCSB Dorms, 1210 Cheadle Hall Santa Barbara 93106

NUMBER OF SUBSTITUTE TEACHERS REQUIRED: N/A substitute(s) for _____ DAYS OR _____ PERIODS

FUNDING SOURCE FOR SUBSTITUTE TEACHERS: _____

EXPLAIN HOW THE FOLLOWING COSTS WILL BE PAID:

☒ TRANSPORTATION: ASB

☒ LODGING & OTHER: ASB

NUMBER OF STUDENTS PARTICIPATING: Male: 4 Female: 10 Total: 14

CERTIFICATED GROUP LEADER: Kristan Hinze CELL PHONE: _____

A minimum of two supervisors is required per bus. For overnight and out-of-state trips, a ratio of 1 supervisor per 12 students is required. Where the student group is co-ed, both male and female supervisors shall accompany the group. (Indicate supervisors' status: asterisk (*) for certificated employees; plus sign (+) for classified or other employee of the District, and number sign (#) for persons that will transport students).

NAME(S) OF MALE SUPERVISORS: * Gerardo Heruncy #

NAME(S) OF FEMALE SUPERVISORS: * Kristan Hinze #

Site Administrators shall consider adherence to Board Policies relative to transportation, supervisors, the impact of student absences from class, and the need for substitutes when approving a trip. Expenses for trips must be borne by the school or group taking the trip, with the exception of CIF playoff competition or league affiliated trips.

Site administrator verification that supervisors have been cleared: A. Roynce Date: 6/9/17

Principal: [Signature] Date: 6/9/17

Superintendent: [Signature] Date: 6/23/17

Governing Board (if required): _____ Date: _____

Revised 3/2013

003019

REQUEST FOR TRIP APPROVAL

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(XX) OVERNIGHT / OUT-OF-STATE TRIPS

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DATE OF REQUEST: 6/6/17 SCHOOL: SAUGUS HIGH SCHOOL
 GROUP: SAUGUS ASB ADVISOR/COACH: JEREMY FANNON
 TRIP DAYS/DATES: 7/12/17 - 7/14/17 DEPARTURE TIME: 9:00 AM RETURN TIME: 11:30 PM
Wed., 7/12/17 Fri., 7/14/17
 DESTINATION: UCSB (Univ.CA Santa Barbara, CA)
 METHOD OF TRANSPORTATION: District bus

*IF METHOD OF TRANSPORTATION IS BY BUS, CHECK THE FOLLOWING: (X) SCHOOL BUS - LEVEL(S) _____ () CHARTER BUS - LEVEL(S) _____

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PURPOSE OR JUSTIFICATION FOR TRIP: CADA CAMP

HOW MANY DAYS/PERIODS WILL STUDENTS BE ABSENT? NA DAYS OR NA PERIODS

ACCOMMODATIONS (Include complete address): UCSB, 552 University Rd., Santa Barbara, CA 93106 805-893-8000

NUMBER OF SUBSTITUTE TEACHERS REQUIRED: NA substitute(s) for _____ DAYS OR _____ PERIODS

FUNDING SOURCE FOR SUBSTITUTE TEACHERS: NA

EXPLAIN HOW THE FOLLOWING COSTS WILL BE PAID:

(X) TRANSPORTATION: ASB CLUB

(X) LODGING & OTHER: ASB CLUB

NUMBER OF STUDENTS PARTICIPATING: Male: 10 Female: 11 Total: 21

CERTIFICATED GROUP LEADER: JEREMY FANNON CELL PHONE: _____

A minimum of two supervisors is required per bus. For overnight and out-of-state trips, a ratio of 1 supervisor per 12 students is required. Where the student group is co-ed, both male and female supervisors shall accompany the group. (Indicate supervisors' status: asterisk (*) for certificated employees; plus sign (+) for classified or other employee of the District, and number sign (#) for persons that will transport students).

NAME(S) OF MALE SUPERVISORS: JEREMY FANNON *

NAME(S) OF FEMALE SUPERVISORS: ALICIA FANNON

Site Administrators shall consider adherence to Board Policies relative to transportation, supervisors, the impact of student absences from class, and the need for substitutes when approving a trip. Expenses for trips must be borne by the school or group taking the trip, with the exception of CIF playoff competition or league affiliated trips.

Site administrator verification that supervisors have been cleared: diane hemburger Date: 6/28/17

Principal: Bole Bole Date: 6/28/17

Superintendent: Engbrecht Date: 7/5/17

Governing Board (if required): _____ Date: _____

Revised 3/2013